

PROPOSED ITINERARY OF OFFICIAL TRAVEL

Name: Dennis Matlock (3HS32)

Social Security Number: _____

Destination: Charleston Chemical Leak - ER/Removal Assessment

Dates of Travel: January 26th to February 2nd, 2014

Account #: 2014 T 03W

Travel Authorization Number: _____

Purpose Code: _____

Travel Justification: Travel to Charleston, WV for continuing ER/ Removal Assessment work at the Freedom Industries Facility. Traveling in GOV vehicle.

Departing From: Residence

Anticipated Travel Items (Check All That apply):

7 Hotel (Nights) \$ 102.00 plus tax)

8 Per Diem ()

_____ Airline Ticket (Amount _____)

_____ Train Ticket

X Misc (Amount \$ 100.00)
(Tolls, parking, etc.)

_____ ATM Withdrawal (\$)

_____ Rental Car
_____ POV (Number of Miles _____)
Justification for POV: _____

X GSA Car (_____)
(Date and Time for Pick-Up _____)
(Date and Time for Return _____)

SECTION CHIEF SIGNATURE FOR LOCAL TRAVEL: _____